

5 October 1951

MEMORANDUM FOR: Deputy Director, Administration.

THROUGH : Assistant Director, Personnel
Comptroller

SUBJECT : Additional Personnel Support for CIA Library
Branch, Alcott Hall.

REFERENCES : Memorandum, 14 August 1951 from Director of
Training to Assistant Director, CD

Memorandum, 19 August 1951, from Assistant
Director, CD, to Advisor for Management.

1. The Advisor for Management concurs in the need for the additional position requested for the Library Branch, Alcott Hall.

2. [] has been providing a clerk-typist, from the persons in the Personnel Pool awaiting security clearance, to assist the Librarian here. While the utilization of an uncleared person imposes certain difficulties, this procedure has not been too unsatisfactory as an interim measure. However, based on the anticipated increase of enrollment in the CIA Intelligence School, which should be evident early in 1952, it is believed preferable to provide an additional permanent position.

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